

# **6.40 - Complaints Against Employees**

## **Complaints Against Employees**

### **COMPLAINTS AGAINST EMPLOYEES**

**6.40**

1. Anyone who has a complaint about an Alexander City School System employee may submit his/her complaint to the Superintendent or immediate supervisor.
1. The complainant should identify himself/herself and submit the complaint in writing.
1. No action, including a letter to the employee's personnel file, shall be taken by the administrative staff or Alexander City Board of Education on the basis of a complaint, unless the matter is first reported to the employee, and he/she is furnished with a written copy of the complaint.

### **REFERENCE(S):**

**CODE OF ALABAMA**

**16-12-3, 16-22-14, AAC §290-1-2-.01(1)**

### **HISTORY:**

**ADOPTED: JULY 13, 2010**

**FORMERLY: NEW**